

# Sample Letter to Doctor

This sample letter can be given to an injured worker so that they can give it to their doctor. Contact your worker's compensation agency for information regarding doctor's billing codes.

Employer Name/Company Name

Address

Phone number

Date

Dear Dr. \_\_\_\_\_

As an employer, the safety and health of my staff is paramount. Thank you for attending to the needs of (worker's name). My company is committed to helping (him/her) return to work as soon as possible.

If it is necessary for (worker's name) to be off work for any length of time, I want to support you in the contribution you are making to (his/her) recovery and return to work. Please feel free to phone me at the number above to discuss safe options that will promote recovery.

You are entitled to bill (applicable workers' compensation agency), should you wish to develop with me a safe return-to-work plan for (worker's name). Attached is a document that explains the fee code you can use for billing purposes.

If there is any other way I can assist, I would be pleased to hear from you.

Sincerely,

(Your name and title)